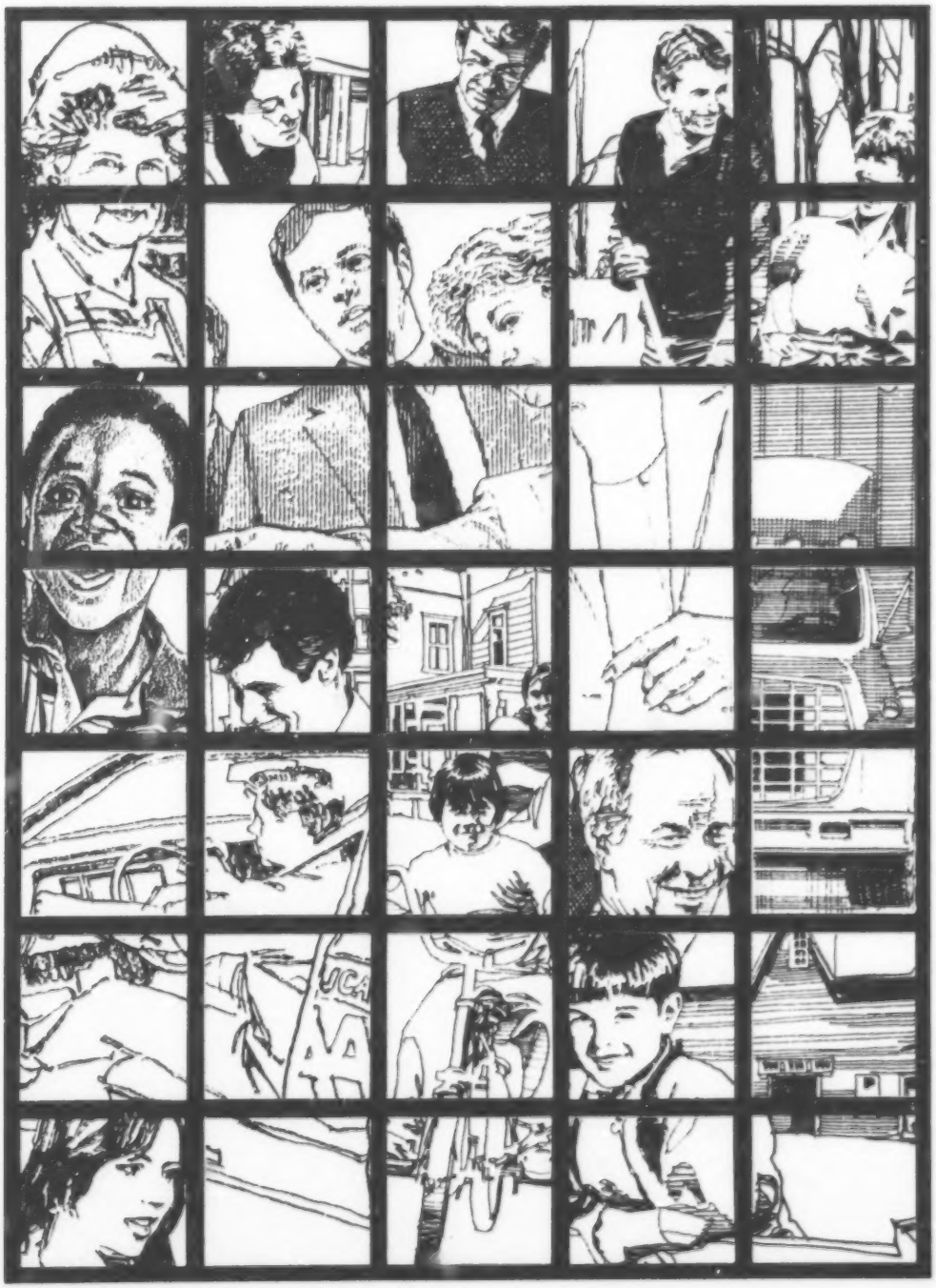
THE ANNUAL REPORT 1989/1990

Calgary Regional Planning Commission



THE ANNUAL REPORT 1989 / 1990

Calgary Regional Planning Commission

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THE COMMISSION

RESPONSIBILITIES AND JURISDICTION

The Calgary Regional Planning Commission is one of ten regional planning commissions established under the Planning Act of Alberta and funded jointly by the municipal and provincial levels of government through the Alberta Planning Fund. Within the region illustrated on the map below, its principal responsibilities are to:

- administer the Regional Plan;
- exercise subdivision approving authority where this has not been delegated to municipalities;
- provide planning advice and assistance to municipal councils;
- advise on annexations;
- encourage public participation in planning.

IR: Indian Reserves
outside CRPC jurisdiction

COMMISSION MEMBERSHIP
March 31st,1990

MUNICIPALITIES	MEMBERS	ALTERNATES
City of Airdrie	Mr. Alan Warnock	Mr. Dan Oneil
		Mr. Rey Rawlins
Village of Beiseker	Mr. Dave Fegan	Ms. Gaye Stewart
M.D. of Bighorn No. 8	Ms. Lorraine Fraser	Mr. Bruce Kendall
Town of Black Diamond	Ms. Esther Rogers	Ms. Carol Williams
City of Calgary	Mr. Craig Reid	Mr. Ray Clark
	Mr. Glen Johnston	Ms. Sharon Fisk
	Mr. John Schmal	Ms. Yvonne Fritz
		Ms. Sue Higgins
		Mr. Dale Hodges
		Ms. Carol Kraychy
		Mr. Ron Leigh
		Ms. Bev Longstaff
		Mr. Richard Magnus
		Ms. Barbara Scott
		Mr. Rick Smith
S.V. of Chestermere Lake	Ms. Elaine Peake	Ms. Barbara Berg
Town of Canmore	Mr. John Kende	Ms. Paula Andrews
		Mr. Bob Reynolds
Town of Cochrane	Mr. Bill Middleton	Ms. Lydia Graham
		Mr. Paul Daniels
		Ms. Susan Edmunds
		Ms. Melanie Friesen
		Mr. Verne Friesen
		Mr. Jerry Jankiewicz
Town of Crossfield	Mr. Dean Joyce	Mr. Edward Murray
M.D. of Foothills No. 31	Mr. Fred Ball	Mr. Frank Goettler
	Mr. Norman Podesky	Ms. Gwen Blatz
Town of High River	Dr. Dan Campbell	Mr. Richard Meyer
Village of Irricana	Ms. Maggie Daubert	Mr. Dan Raven
Town of Okotoks	Ms. Diana Hocking	Mr. John Tulick
M.D. of Rocky View No. 44	Mr. Derry MacFarlane	Ms. Gloria Wilkinson
	Ms. Carol Jorgensen	Mr. Gord Vincent
Town of Strathmore	Mr. Reg Ginn	Mr. Terry Peterson
Town of Turner Valley	Mr. Jack Pitter	Mr. Murray McClelland
County of Wheatland No. 16	Mr. Ken Seitz	Mr. Charles Hall

MUNICIPALITIES WITHOUT REGULAR REPRESENTATION

Village of Blackie	Town of Gleichen	Village of Standard
Village of Cayley	Village of Hussar	S.V. of Waiparous
Village of Cluny	Village of Longview	I.D. No. 8
S.V. of Ghost Lake	Village of Rockyford	

CHAIRMAN`S REMARKS

1989/1990 was a good year for working relationships between the Calgary Regional Planning Commission and its government partners at the provincial and municipal levels.

The Commission continued to provide input to Provincial programs and processes whenever they were relevant to our mandate. In the work of the Municipal Statutes Review Committee, for example, we were particularly concerned to make our views known on the proposed annexation procedures. Our long-standing involvement with the Environment Council of Alberta now takes the form of representation on the Council's Public Advisory Committee. We were represented also on the Prairie Conservation Action Plan Committee co-ordinated by Alberta Forestry, Lands and Wildlife. And, of course, we maintained good working relationships with the Alberta Planning Board on a regular basis and especially in the area of computer applications to the planning process. In this latter context we had staff sitting on the Board's Technical Review Committee and on the Steering Committee of the Board's LRIS Pilot Study.

The Commission also fostered good working relationships with its municipalities in 1989/1990 and encouraged inter-municipal co-operation in planning related matters. This year we held two of our Commission meetings outside Calgary to allow Members to meet local municipal representatives on their home ground. Both meetings were combined with tours organized by local staff, one in the City of Airdrie and one in Okotoks, High River and the intervening portion of the M.D. of Foothills, where the MagCan and Cargill plants are dramatic evidence of inter-municipal co-operation. Thanks to our host municipalities and to our luncheon speaker Don Tannas, MLA, Highwood for helping to make these events a success.

Two negotiated Urban Fringe amendments to the Regional Plan represented other examples of inter-municipal co-operation. Both involved the M.D. of Foothills and, in one instance, the Town of High River and in the other, the City of Calgary. The latter completes the refined Urban Fringe for Calgary, the northern portion having been negotiated with the M.D. of Rocky View and incorporated into the Regional Plan last year.

Annexation is another area which has witnessed significant inter-municipal co-operation in the past year. The first example was between the Summer Village of Chestermere Lake and the M.D. of Rocky View when an uncontested annexation application prepared by CRPC staff was successfully brought before the Local Authorities Board. The second example, between the City of Calgary and its surrounding neighbours, did not achieve the results intended. The Commission supported the process which led to these latter agreements and endorsed the annexation application which resulted. The Provincial Cabinet, however, accepted the recommendation of the Local Authorities Board to grant only 55 of the 95 square miles applied for. Despite this disappointing decision, I am glad to record

that the City of Calgary and its neighbours appear to believe that co-operation is still worthwhile.

The problem of maintaining an adequate level of funding for regional planning commissions through the Alberta Planning Fund was addressed positively by municipalities in our Region. In response to a proposal by the Alberta Planning Board, the majority of our municipalities agreed that they would support a 5% increase for each of the next two years in the mill rate which determines municipal requisitions to the Alberta Planning Fund. A condition of this support was that the Province's contribution to the Fund increased proportionately. Unfortunately the Board was able to persuade the Province to increase its contribution by only 3% and we understand that municipal requisitions, at least for 1990/1991, will increase by the same amount. Nevertheless the Commission appreciates the support offered by our municipalities in these times of fiscal restraint in government spending at all levels.

Subdivision approving authority was delegated this year to the Town of Canmore. The Commission supported the delegation. This brings to five the number of municipal subdivision approving authorities in the Calgary Region. The other four are Airdrie, Calgary, Foothills and Rocky View.

Following the municipal elections in October 1989, membership on the Commission changed substantially: more than half of the Members at our Organizational Meeting in November were appointed for the first time. They brought fresh perspectives to the table and have shown a readiness to work together for the good of the Region. It is difficult to single out a few from the many retired Members who gave long and valuable service to the Commission, but I think special thanks are due to the three former Executive Members: Gordon Stehr (Chairman), Jackie Cheng (First Vice-Chairman), and Bill Wylie (Second Vice-Chairman).

The departure of these three Members opened the way for a completely new Executive. I am grateful to the Members for the opportunity to serve as Chairman and to have the support on the Executive Committee of Fred Ball and John Schmal. With all the changes at the political level the continuity of sound advice from the staff has been much appreciated also.

Dr. Dan Campbell, Chairman

THE STANDING COMMITTEES

COMMITTEE MEMBERSHIP
March 31st, 1990

EXECUTIVE COMMITTEE

Dr. Dan Campbell, Town of High River (Chairman)

Mr. Fred Ball, M.D. of Foothills No. 31 (First Vice-Chairman)

Mr. John Schmal, City of Calgary (Second Vice-Chairman)

CO-ORDINATING AND RESEARCH COMMITTEE

Mr. Derry MacFarlane, M.D. of Rocky View No. 44 (Chairman)

Mr. Fred Ball, M.D. of Foothills No. 31 (ex-officio)

Dr. Dan Campbell, Town of High River (ex-officio)

Mr. Dave Fegan, Village of Beiseker
Ms. Lorraine Fraser, M.D. of Bighorn No. 8
Ms. Diana Hocking, Town of Okotoks
Ms. Elaine Peake, S.V. of Chestermere Lake
Mr. Jack Pitter, Town of Turner Valley
Ms. Esther Rogers, Town of Black Diamond
Mr. John Schmal, City of Calgary (ex-officio)
Mr. Ken Seitz, County of Wheatland No. 16

Provincial Representatives

Ms. Brenda Ralston, Alberta Agriculture
Mr. Jack Glenn, Alberta Environment
Mr. Mike Seifert, Alberta Transportation

ROADS STUDY COMMITTEE*

Mr. Fred Ball, M.D. of Foothills No. 31 (ex-officio)

Dr. Dan Campbell, Town of High River (ex-officio)

Ms. Lorraine Fraser, M.D. of Bighorn No. 8
Mr. Glen Johnston, City of Calgary
Ms. Carol Jorgensen, M.D. of Rocky View No. 44
Mr. John Schmal, City of Calgary (ex-officio)
Mr. Ken Seitz, County of Wheatland No. 16
Mr. Alan Warnock, City of Airdrie

PUBLIC ADVISORY COMMITTEE OF ENVIRONMENT COUNCIL OF ALBERTA

Ms. Esther Rogers, Town of Black Diamond

* *Without a Chairman at March 31, 1990 because the committee had not met since its membership changed at the Organizational Meeting in November 1989.*

EXECUTIVE COMMITTEE

The Executive Committee deals with personnel, financial and other matters assigned to it by the Commission. The Committee held a total of 15 meetings during the reporting year.

Most of the Committee's business is concerned with overseeing the implementation of financial control and personnel policies, in consultation with the Director. This includes the setting of organizational goals and objectives as a basis for the subsequent year's budget submission to the Alberta Planning Board. One of the goals established by the Committee this year was to improve the quality of work life for the organization. A major outcome of that direction was the preparation and presentation to the Board of an office renovation proposal which, subsequently, received approval for implementation in 1990/1991. The total estimated cost of the renovations is $350,000 the larger portion of which will be financed by a loan secured by the existing building. Over 60% of the material and labour costs are accounted for by normal maintenance items (heating, cooling, lighting, carpets and drapes) needed to bring our office building up to normal industry standards.

The normal operating 1990/1991 budget submission prepared by the Committee did not fare so well. The Board's decision represented a shortfall of some $85,000 (4.3%) from the submission and also fell below the Board's no growth budget guidelines for regional planning commissions by some $27,000 (1.4%). These shortfalls have become the norm in recent years despite continued increases in the cost of operating; when added to the significant staff reduction of the mid-80s (41% between 1982 and 1986), they place a strain on the organization's ability to cope with the demand for its services. Clearly there is a need to restore a secure funding base for the normal operations of the regional planning commissions.

I am glad to record that the Committee's workload on initiating appeals against subdivisions contrary to the regional plan dropped substantially in 1989/1990. Only one appeal was initiated and that was subsequently withdrawn. The Committee had the added responsibility this year of processing subdivision and regional plan amendment applications during the Commission's summer recess in August.

For John Schmal and me this first year on the Executive Committee has been a learning experience. Fred Ball, a former chairman and member of previous Executives, has seen it all before. All of us look forward with enthusiasm to the new decade of the '90s.

Dr. Dan Campbell, Chairman

ROADS STUDY COMMITTEE

The Roads Study Committee is responsible for reviewing future highways, highway relocations and extensions in the Commission area, and for presenting its comments on these subjects to Alberta Transportation and Utilities. The Committee also discusses the designation, location and extension of secondary roads in the Commission area and shares information on these matters amongst the municipal representatives at the Committee meeting. The Committee traditionally meets once each year with representatives from Alberta Transportation and Utilities, the City of Calgary Transportation Department, and interested adjacent rural municipalities.

At this year's meeting, which was held on May 10, 1989, Alberta Transportation and Utilities reviewed changes and improvements to the primary highways and secondary and local roads in the Calgary Region. Projects completed or proposed include work done over the entire Commission area.

Some of the future projects outlined by the Department, to be undertaken over the next few years, include:

1) twinning of the Trans-Canada (#1) due to be completed by 1992; and

2) median widening on Highway #2 north of Airdrie with:

- widening lanes and inside shoulder, and
- limiting access and providing more service roads.

The Committee also discussed the paving of all secondary roads in the Province.

Items on the agenda from the City of Calgary included the year's work program and the Transportation Improvements Priority Study.

Specific details on these and other projects are available from Alberta Transportation and Utilities, or Commission staff.

Ken Seitz, Chairman

CO-ORDINATING AND RESEARCH COMMITTEE

The Co-ordinating and Research Committee meets to study and co-ordinate general planning matters. Items that may be referred to the Committee include: information and research aimed at supporting planning in the region; inter-municipal planning matters, including annexation; and provincially initiated studies, referrals and other provincial liaison matters.

The Committee met six times during the past year and dealt with a number of new and timely items, including research on regional trends and forecasts, a review of the Regional Plan's recreation settlement policy, and other matters of provincial and regional importance.

In April and June, the Members reviewed three documents in the Prospect series -- the Region's Tourism Market, Issues in Employment and Income, and Population. The Members' discussion on the tourism report prompted the suggestion that a meeting be arranged with representatives from the tourism zones in our region. This meeting was held in May of 1989 and fostered a better understanding of tourism issues affecting our region and some of the problems that are facing tourism zones. The meeting concluded with the Committee expressing its support to Alberta Tourism in their attempt to obtain current tourism data for our region and the Province in general.

In September the Committee reviewed two additional Prospect reports as well as the terms of reference for the Bow Corridor Integrated Resource Plan. In December and January, the Members began their review of the Regional Plan's recreation settlements policy. Several Committee Members expressed their concerns regarding the present policies in the Regional Plan and the Committee's deliberations on this issue will continue into the next fiscal year. Also in January, the Members reviewed the Prairie Conservation Action Plan and a number of supporting comments were passed on to the Committee implementing this Plan.

I would like to close by thanking Jackie Cheng for her dedicated and valuable service to the Commission over the past years. Jackie served as Chairman of the Co-ordinating and Research Committee throughout most of 1989.

Derry MacFarlane, Chairman

THE STAFF

COMMISSION STAFF
March 31, 1990

DIRECTOR - Ivan Robinson

REGIONAL AND RURAL PLANNING DIVISION

Manager - John Rusling
Supervisor - Miles Cullum

Regional Planning Services
Michele Broadhurst*
Lorie Pesowski*
Dianne Pomeroy*
Myrna Tierney

Rural Planning Services
Debra Bishop*
Linda Ratzlaff

URBAN PLANNING DIVISION

Manager - Karl Nemeth
Supervisor - Fred Young
RIS Co-ordinator - Gail Sokolan

Ian Cope
Patricia Costen
Steve Hanhart
Nicholas Makale
Robert Maniago
Sandra Murtack

ADMINISTRATION DIVISION

Manager - Lyn Walker

Administrative Services

Deanna Bruvold
Wendy Eastman
Darlene Harms
Jill Morgan
Linda Staus

Drafting and Graphic Services

Co-ordinator - Kelly Laatsch
Graphic Artist - Mary Thomson*
Rae Brietzke
Sherry Gardin

RESIGNATIONS
Before March 31,1990

Regional and Rural Planning
Barbara Koch
Patricia Maloney
Paul Mercer

Administration
Cindy Chauncey
Thomas Hawkins
Heather Howe

1989/1990 CONTRACTS

Regional and Rural Planning
Mark Austin (Census)

Urban Planning Division
Nancy Elder (RIS)
Laurie Fair (RIS)
Linda Hendrickson (RIS)
H. Brandt Johnstone (RIS)
Bill Pollock (RIS)
Mark Sasges (High River Infill Study)

Administration
Janet Steckley (Reception)

** These staff members were permanent part-time employees*

DIRECTOR`S REPORT

Development was on the move again in 1989/1990 and with it came heavy demands on the Commission staff resources allocated to current planning advice and the processing of applications and referrals. The statistics at the end of the Annual Report tell some of the story. Subdivision applications in urban centres increased by 28% over the previous year and the number of urban lots approved increased by 82%. Referrals from urban municipal subdivision approving authorities increased by 55%. The delegation of subdivision approving authority to the M.D. of Foothills at the end of the 1988/1989 reporting year contributed to a reduction of 58% in the number of rural subdivision applications received by the Commission but subdivision referrals from the two rural subdivision approving authorities, Foothills and Rocky View, more than doubled. Development and land use redesignation referrals from all parts of the region were up by a third.

Requests for assistance with the preparation and amendment of municipal statutory plans and land use by-laws increased our workload in 1989/1990 also. We managed to meet the most pressing demands but had to ask too many of our client municipalities to wait for our services in these areas.

Notwithstanding the need to concentrate staff resources on direct municipal advisory services, we were able also to maintain our research and information services. Highlights in this area included the release early in the fiscal year of six reports in the Prospect '89 series, an annual compendium of data and forecasts of socio-economic and environmental issues across the region. Data for the computerised Regional Information System continued to be collected but we shifted more emphasis this year to updating existing data and responding to requests from users of the system.

Participation by staff in over 1,200 meetings throughout the region, a 44% increase over the previous year, not only reflects a high level of activity but also reinforces the old adage that planning is for people. If we had had more resources, our meeting record would have shown even more dramatic increases. Constant contact with the people making and affected by planning decisions is an essential part of the job for CRPC staff and a primary source of job satisfaction.

During the course of the reporting year we examined other sources of job satisfaction and dissatisfaction in an internal job enrichment review. The purpose of the review was to seek ways to improve the quality of work life. The largest single source of dissatisfaction identified in the review was the substandard quality of our workspace. A staff task force, assisting by a design consultant, developed a building renovation proposal which was subsequently approved by the Commission and the Alberta Planning Board for implementation in the next budget year. Other changes included expanded personnel policies on education leave and time off without pay to allow for absences from work of up to one year for education purposes. A proposal to double our education budget to what would still have been

an inadequate average of $225.00 per staff member could not be implemented because of budget constraints. Greater access to computer terminals emerged as a priority amongst staff and we were able to accelerate the office computer networking strategy in response.

So, it's been a busy but satisfying year. The workload has stretched out staff resources to a point which we may not be able to sustain in the long term. But the professional challenges and the opportunity to work with a wide variety of people throughout the region has been very rewarding.

Ivan Robinson, Director

REGIONAL AND RURAL PLANNING DIVISION

The Regional and Rural Planning Division is responsible for administering the Regional Plan, preparing rural general municipal, area redevelopment and area structure plans, providing planning advice to rural councils, and conducting general, region-wide research projects. The Division comprises two sections: Rural Planning Services, which is responsible for statutory planning matters, including related public participation, and advisory services to rural councils; and Regional Planning Services, which is responsible to the Commission on Regional Plan matters and research reports.

REGIONAL PLANNING SERVICES

Continuing involvement in implementing the Calgary Regional Plan was a major project for the Regional Planning staff in 1989/1990. During the year, Regional planners assisted the Commission by processing 20 Regional Plan amendments and nearly 800 subdivision and development referrals. Assistance on Regional Plan amendments and processing referrals is a time-consuming task and was complicated in 1989/1990 by the high level of subdivision and development in the Calgary region. We are pleased to note that in December of 1989, the M.D. of Foothills - City of Calgary Urban Fringe amendment was ratified, as was the Foothills - High River amendment in September. There are now five comprehensive urban fringe policies in place, and this should serve to reduce the number of Regional Plan amendments in the future.

The Section's Municipal Census Assistance Program continued again this year, involving 14 municipalities. Staff provided forms and manuals, trained census takers, and compiled results. In November, the report, "Census Program 1989; Selected Comparisons" was published.

Throughout 1989/1990, staff were actively involved in our research work on Prospect - A Compendium of Data and Forecasts of Socio-economic and Environmental Issues. The general objective of the work program on Prospect is to expand our information services efforts into a variety of areas of trend analysis and forecasting. The subject areas that have been selected, and for which reports are being prepared are: population, economics, land and housing, and tourism. At year end, these reports were completed in draft form. In addition, the Section also produced four issues of Regional Trends Review, which is a publication monitoring trends affecting the economy of the Region.

Both Regional and Rural staff devoted considerable effort to the development of the Commission's computerized Regional Information System. In 1989/1990, data were collected and computerized for lands in the vicinity of the City of Calgary, as well as for other parts of the Region; in the months ahead, this information should benefit a wide audience. In the past year, staff also represented the Commission on a number of external committees, including the Prairie Conservation Co-ordinating Committee, the Calgary Economic Development Authority's Task Force on Quality

of Life, and Alberta Transportation and Utilities Steering Committee for the development of a regional transportation forecasting model.

Regional Planning Services also operates the Commission's library, which makes an extensive collection of planning publications available to planners and the general public. The Division is also responsible for the production of the Commission's newsletter, "Update".

RURAL PLANNING SERVICES

The Rural Planning staff had a busy year in 1989/1990. For the M.D. of Foothills, staff were involved in preparing the Highway 2A Industrial Area Structure Plan. This Area Structure Plan will provide for future industrial growth in the corridor between Aldersyde and High River. During the year, work focused on the Highway 2/2A Transportation Study, and in particular on the location of future interchanges and connecting arterials. Staff also assisted the M.D. in preparing the Millarville Area Structure Plan which was adopted by Council in April 1990. At year's end, staff began work on the Priddis Area Survey. The objective of this survey is to evaluate residents' attitudes towards future country residential growth in the area.

For the M.D. of Bighorn, staff were involved in three main planning projects: the Exshaw Area Structure Plan, the Tourism Action Plan, and the review of the Three Sisters Development proposal. The Exshaw Area Structure Plan was initiated to identify lands for future residential development, while the Three Sisters proposal involves a large scale recreation settlement proposal on 2500 acres in the Bow Corridor.

For the County of Wheatland, staff were involved in the Tourism Action Plan and the Eagle Lake Planning Committee. This latter Committee worked towards the adoption of an Area Structure Plan for lands surrounding the lake.

Division staff also provided subdivision planning services for the rural jurisdictions, with the exception of the M.D.s of Rocky View and Foothills which are their own Subdivision Approving Authority. Also in the rural jurisdictions, considerable staff time was spent assisting with the review of development proposals and providing advisory services to municipal planning commissions, councils and staff. For instance, for the M.D. of Foothills, staff were involved in consolidating the M.D.'s General Municipal Plan and Land Use By-law and also evaluated various options for the relocation of Highway 22 south. Staff also worked on behalf of the M.D. in helping the Foothills School Division to prepare its school enrolment projections. In all, we had a busy year, and look forward to continuing challenges ahead.

John Rusling, Manager

URBAN PLANNING DIVISION

Development and subdivision activity increased substantially over the past year in the urban municipalities. This increase resulted in Urban Planning staff spending considerable time in preparing, reviewing, and amending statutory plans and land use by-laws in addition to reviewing and processing subdivision applications. Many complex development permit applications were reviewed and advisory and design modification comments on behalf of the urban municipalities were prepared.

New general municipal plans were completed for the Towns of Cochrane and Okotoks. Cochrane's plan has been adopted and Okotoks is in the final stages of its adoption process. From the list of issues mentioned in last year's report, environmental concerns, economic, and transportation considerations emerged as a primary focus of policy development and public debate. A great deal of staff time and effort was devoted to policy preparation and to public participation activities to update municipal policies.

Area structure plans were prepared as a prelude to subdivision and development. For the northeast Okotoks area the Okotoks' Council and the land owner wished to have policy in place for these recently annexed lands; to expedite subdivision of these lands, an area structure plan for the northeast area of Town was prepared and adopted within a compressed time schedule.

A combined redevelopment plan and area structure plan was prepared for a portion of an existing developed area along Main Street and an adjacent vacant land area in central Airdrie. The work was done on a cost-share basis and involved an open public participation process because the policies of the plan dealt with changes to existing development. The Plan is in final stages of the adoption process. In addition to preparation of new documents, staff spent considerable time reviewing and commenting on by-laws and updating existing area structure plans. These amendments were prepared in response to subdivision and development proposals.

New land use by-laws were completed for Black Diamond, Longview and Strathmore. Major land use by-law reviews are underway for Beiseker, Gleichen and Turner Valley. These reviews generally re-confirm existing, long-standing municipal policies and ensure that development standards match local needs. Some municipal councils periodically wish to have a more "hands on approach" and subdivision and development have proceeded under direct control districts with land use guidelines in a number of municipalities. We reviewed and commented on the proposed land use by-law for the new Town of Banff prior to incorporation and, since then, we have established informal working relationships with the Town's planning staff.

Subdivision activity for the urban municipalities has increased considerably from last year. 499 lots were approved this year as compared to 274 lots last year. A

major portion of staff time was spent liaising with applicants, municipalities and other agencies. Not tabulated in the lot count is staff work processing outline plan applications and related negotiation, site inspections and report preparation.

The RIS data collection for the region is continuing but at a slower pace as we enter a new phase of system development. With much information now available staff resources are directed to answering internal and municipal information requests such as the transfer of data for lands newly annexed to the City of Calgary. The balance of staff resources concentrated on updating and maintaining the existing data. We are awaiting the completion of the Alberta Planning Board's Pilot Study and the Province's survey and mapping programs before full implementation. Decisions on standards, implementation procedures and technical equipment requirements at the provincial level will enable us to complete full implementation of the RIS.

Division work programs were adjusted in order to allocate staff resources to assist in the preparation of Tourism Action Plans and conduct research for and prepare general land use planning studies. Tourism Action Plans were prepared and adopted for Cluny, Black Diamond, Irricana and Turner Valley. A Trails and Open Space analysis and policy report was prepared for Canmore. The staff gained new insights while doing those types of projects.

Annexation applications were prepared for Chestermere Lake and are under preparation for Crossfield and Irricana. Planning support is continuing for the refinement of urban fringes for those centres that have not completed negotiations for refined boundaries or determined policies for comprehensive urban fringes.

The Division staff prepared and presented a planning orientation program to the newly elected municipal council members. Fourteen municipalities accepted our offer to provide an overview of the planning process within their municipality.

In the area of professional development, support and participation, individual staff members contributed to the Alberta Association and National body of the Canadian Institute of Planners by presenting papers, conducting seminars and land use planning tours at the annual conferences. As well, we participated actively with the University of Calgary in providing a case study on geographic information systems, and being part of the organizing committee for the URISA Alberta Chapter Automated Mapping and Facilities Management Conference.

Staff had a productive year and we look forward to the challenge of balancing day-to-day advisory and subdivision processing functions with long range planning and policy preparation to serve the municipalities in the coming year.

Karl Nemeth, Manager

ADMINISTRATION DIVISION

The responsibility of the Administration Division is to provide the planning divisions with technical services such as word processing, printing, drafting and graphics, and to administer the personnel, project management and financial functions for the organization.

As we enter the year 1990, it is interesting to look back over the past decade and note some of the changes which have occurred within the Division. In 1980, the Administration Division had 20 employees; today we have 11.5 positions. Ten years ago we had seven staff in the drafting/graphics section. Today there are four who, partly due to experience (three of the four have been with Calgary Regional Planning Commission for at least nine years) and partly due to the computerization of many drafting functions, are able to handle a workload that is at least as heavy as in 1980. A similar situation exists within the rest of the Division. In 1980, twelve positions were dedicated to the support functions of reception, printing, word processing, costing and financial accounting. Today, six employees competently provide these services to the organization. Also, in the early 80s when the current Regional Plan was in a draft stage, administrative staff were assigned to organize the mandatory public participation events which are now handled by planners as an integral part of their work.

Over the past year the drafting department has used Computer Aided Drafting (CAD) to complete Cochrane's base map and Airdrie's base and land use maps in digital form, to do the digital mapping for Black Diamond and Turner Valley, to prepare the mapping for the Okotoks and the Cochrane General Municipal Plans, to produce all regional plan amendments as well as to draw approximately 30 graphs and charts for the Prospect Population Report. It is estimated that CAD is used in at least seventy percent of all drafting work. Also in the 1989/90 year, desktop publishing software and a laser printer were purchased - this technology was used to produce this Annual Report and will help us attain our eventual goal of 100% inhouse typesetting and printing.

As a normal part of our work we projected the budget that would be required for the upcoming year. The Alberta Planning Board Guidelines for the 1990/91 Budget Submission were again for a two percent increase for salaries and benefits and for no increase to other operating costs. Our approved level of funding did not meet even these stringent guidelines.

As always, the task of providing timely support services to our organization and to our member municipalities has been challenging; we look forward to another productive year.

Lyn Walker, Manager

FINANCIAL STATEMENTS

Deloitte & Touche

Deloitte & Touche
Chartered Accountants

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AUDITORS' REPORT

The Members
Calgary Regional Planning Commission

We have examined the balance sheet of the Calgary Regional Planning Commission as at March 31, 1990 and the statement of revenues, expenditures, and changes in operating capital for the year then ended. Our examination was made in accordance with generally accepted auditing standards, and accordingly included such tests and other procedures as we considered necessary in the circumstances.

In our opinion, these financial statements present fairly the financial position of the Commission as at March 31, 1990 and the results of its operations and the changes in its operating capital for the year then ended in accordance with the accounting principles described in Note 1 applied on a basis consistent with that of the preceding year.

Deloitte & Touche

Calgary, Alberta
April 20, 1990

Chartered Accountants

BALANCE SHEET
as at March 31, 1990

	1990	1989
ASSETS		
Operating Fund		
Cash	$ 196,518	$ 176,457
Capital Fund (Note 2)		
Land and building	$ 747,398	$ 747,398
Furniture and equipment	497,915	457,188
Due from operating fund for		
Building renovations	34,954	-
Computer aquisitions	10,000	36,208
	$1,290,267	$1,240,794
LIABILITIES AND FUND BALANCES		
Operating Fund		
Accounts payable and accrued liabilities	$ 32,095	$ 28,864
Due to capital fund as a special reserve for		
Building renovations	34,954	
Computer acquistions	10,000	36,208
Operating capital	119,469	111,385
	$ 196,518	$ 176,457
Capital Fund		
Loan (Note 3)	$ 212,481	$ 251,062
Equity in fixed assets	1,077,786	989,732
	$1,290,267	$1,240,794

Approved on behalf of the Commission

Chairman

Ivan Robinson

Director

Calgary Regional Planning Commission
(Incorporated under the Planning Act of Alberta, 1977)

OPERATING FUND

Statement of Revenues, Expenditures and Changes in Operating Capital for the Year Ended March 31, 1990

Calgary Regional Planning Commission

REVENUES	1990	1989
Alberta Planning Fund	$1,857,040	$1,758,717
Subdivision fees	34,985	17,535
Interest income	21,801	22,476
Map sales	2,859	1,568
Publication sales	1,793	1,026
Miscellaneous	608	104
	1,919,086	1,801,426
EXPENDITURES		
Staff salaries		
Permanent	1,261,700	1,254,588
Overtime	31,794	24,359
Temporary	3,000	3,000
Staff benefits	140,030	137,487
Office		
Occupancy	65,054	72,035
General office supplies	19,850	22,958
Telephone	10,913	9,814
Postage	10,562	10,360
Printing and duplication	47,462	37,356
Members` meetings	42,780	47,015
Equipment repairs and maintenance	41,458	42,204
Loan principal payments	37,382	36,724
Staff travel	36,281	32,353
Special reserve for building renovations (Note 2)	34,954	-
Interest	31,832	32,490
Fixed assets (Note 2)	21,984	5,556
Members` travel	12,563	12,171
Staff training	9,295	12,580
Risk insurance	2,175	782
Special reserve for computer acquisitions (Note 2)	-	23,623
Other operating expenses		
Advertising	13,210	14,113
Consultants	11,220	1,210
General	7,608	13,546
Audit and accounting	7,239	6,563
Land titles office	4,993	8,559
Legal fees	2,209	1,932
Recruitment and relocation	1,529	-
Aerial photography	1,004	2,068
Public relations	921	5,431
	1,911,002	1,870,877
Excess (deficiency) of revenues over expenditures	8,084	(69,451)
Operating capital at beginning of year	111,385	180,836
Operating capital at end of year	$ 119,469	$ 111,385

NOTES TO THE FINANCIAL STATEMENTS
March 31, 1990

Calgary Regional Planning Commission

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Commission follows the accounting principles recommended by the Alberta Planning Board and prepares its financial statements on the fund basis of accounting using the accrual method. Fixed assets of amounts greater than $500 are capitalized in the accounts at cost, with no provision for depreciation or amortization. Fixed asset additions of amounts less than $500 are expensed.

A statement of changes in financial position has not been prepared because the information it would provide is apparent in the financial statements.

2. CAPITAL FUND ASSETS

	Land and Building	Furniture and Equipment	Total 1990	Total 1989
Balance at beginning of year	$747,398	$457,188	$1,204,586	$1,186,280
Additions during the year from:				
Operating fund	-	21,984	21,984	6,790
Special reserve of the operating fund for computer acquisitions	-	26,208	26,208	14,015
Disposals during the year	-	(7,465)	(7,465)	(2,499)
	747,398	497,915	1,245,313	1,204,586
Due from operating fund for:				
Building renovations				
Transfer to this special reserve from year-end operating surplus	34,954	-	34,954	-
Computer acquisitions				
Balance at beginning of year	-	36,208	36,208	26,600
Transfer to this special reserve from year-end operating surplus	-	-	-	13,623
1988/1989 computer related special funding	-	-	-	10,000
Purchases during the year	-	(26,208)	(26,208)	(14,015)
	-	10,000	10,000	36,208
Balance at end of year	$782,352	$507,915	$1,290,267	$1,240,794

3. LOAN

The loan, bearing interest at prime plus 1% with a minimum of 10% and a ceiling of 13 1/4%, is guaranteed by the Government of Alberta and is repayable in monthly principal and interest installments of $5,768 amortized over a 15 year period. Principal payments are included in expenditures in the year they are made.

Principal payments over the next four years are estimated as follows:

1990	$43,945
1991	$49,838
1992	$56,857
1993	$61,841
	$212,481

STATISTICS AND PUBLICATIONS

WORK RECORD
Meetings

Location	Council, D.A.B., M.C.P.*	Local Administration	Site Inspections	Public Groups, Open Houses	Government Agencies	Others**
Region		31	11	1	42	67
M.D. of Bighorn	41	11	12	5	8	47
M.D. of Foothills	10	17	46	6	17	69
M.D. of Rocky View		10	4	1	6	49
Co. of Wheatland	23	9	41	2		67
I.D. No.8	3	2	2			
City of Airdrie	6	11	3	1	1	5
Village of Beiseker	4	4	3			
Town of Black Diamond	15	4	5	2		12
Village of Blackie	4	1	2			
City of Calgary		4				
Town of Canmore	6	8	4		7	36
Village of Cayley	1	1				
S.V. of Chestermere Lake	15	11	3	3		38
Village of Cluny	4					
Town of Cochrane	17	5		3	1	27
Town of Crossfield	12	6	4	1	1	7
S.V. of Ghost Lake	3					
Town of Gleichen	2	2	1			
Town of High River	12	17	5		1	10
Village of Hussar		2				
Village of Irricana	8	8				
Village of Longview	4	5		2		1
Town of Okotoks	32	8	7	5	3	31
Village of Rockyford	1		1			
Village of Standard		2	7			
Town of Strathmore	23	11	6	1		16
Town of Turner Valley	7	12		2		18
S.V. of Walparous	3					
TOTAL	256	202	167	35	87	497

Notes:

* *D.A.B.: Developement Appeal Board; M.C.P.: Municipal Planning Commission.*

** *Includes pipeline hearings, land use surveys, and meetings with consultants and landowners or developers.*

WORK RECORD

Location	Regional Plan Amendments	Special Projects*	General Municipal Plans**	Subdivision Referrals	Development Land Use By-law Amendment or Redesignation Referrals
Region		7			
M.D. of Bighorn		1			5
M.D. of Foothills	19	9		209	130
M.D. of Rocky View	1	1		290	160
Co. of Wheatland			1		
I.D. No.8					2
City of Airdrie		2		26	
Village of Beiseker		1			1
Town of Black Diamond		2	1		4
Village of Blackie					
City of Calgary		2		24	
Town of Canmore		2		15	
Village of Cayley					
S.V. of Chestermere Lake		1	1		4
Village of Cluny		1			1
Town of Cochrane		1	1		9
Town of Crossfield		2			5
S.V. of Ghost Lake					
Town of Gleichen					
Town of High River		•2	1		5
Village of Hussar					
Village of Irricana		2	•1		2
Village of Longview		1			
Town of Okotoks		•2	•1		12
Village of Rockyford					1
Village of Standard					
Town of Strathmore		1	2		13
Town of Turner Valley		•5			3
S.V. of Waiparous					
TOTAL	20	45	99	564	357

Notes:

* *Includes census assistance program, special research projects, feasibility studies, background reports for statutory plans and assisting municipalities on their response to Regional Plan amendments and appeals.*

** *Includes new documents, consolidations, reviews and amendments.*

• *Includes ongoing work.*

WORK RECORD

Location	Land Use Bylaws*	Area Structure Plans*	Area Redevelopment Plans*	Urban Fringe and Annexation Reports	Municipal Design Work	Other By-laws**
M.D. of Bighorn		1				
M.D. of Foothills		2			1	
M.D. of Rocky View						
Co. of Wheatland		1		1		
I.D. No.8						
City of Airdrie			•1			
Village of Beiseker	1				1	
Town of Black Diamond	1			1	1	
Village of Blackie						
City of Calgary						
Town of Canmore		•1		1		
Village of Cayley						
S.V. of Chestermere Lake	1					4
Village of Cluny						
Town of Cochrane	1	1				
Town of Crossfield					2	
S.V. of Ghost Lake	1					
Town of Gleichen	•1					
Town of High River		1			2	2
Village of Hussar						
Village of Irricana				1		1
Village of Longview	1				1	
Town of Okotoks	2	2			2	
Village of Rockyford						
Village of Standard						
Town of Strathmore	1				1	
Town of Turner Valley	•1				1	
S.V. of Waiparous						
TOTAL	11	9	1	4	12	7

Notes:

* *Includes new documents, consolidations, reviews and amendments.*

** *Includes by-laws for road closure and disposition of municipal reserve.*

• *Includes ongoing work.*

WORK RECORD

	TENTATIVE SUBDIVISION PLANS					OUTLINE SUBDIVISION PLANS			
Location	Total*	Commission Approved	Director Approved	Refused	Pending	Total*	Approved	Refused	Pending
M.D. of Bighorn	5	2	2		1				
M.D. of Foothills	•9								
Co. of Wheatland	59	10	29	6	14				
Village of Beiseker	1	1							
Town of Black Diamond	8		5	2	1				
Village of Blackie	1	1							
Town of Canmore	8	7	1			1	1		
Village of Cayley									
S.V. of Chestermere Lake	7		2	1	4	1	1		
Village of Cluny									
Town of Cochrane	8	2	3		3	2	1		1
Town of Crossfield	6	1	4	1					
S.V. of Ghost Lake									
Town of Gleichen	1	1							
Town of High River	17	4	9		4				
Village of Hussar									
Village of Irricana	2	1	1						
Village of Longview									
Town of Okotoks	13	6	3		4	3			3
Village of Rockyford									
Village of Standard									
Town of Strathmore	8	2	4		2	1			1
Town of Turner Valley	5	2	1		2				
S.V. of Walparous	••2	1							
TOTAL	160	41	64	10	35	8	3		5

Notes:

* *Totals include work on subdivision applications carried over from the previous fiscal year.*

• *Includes applications transferred to Foothills subdivision approving authority.*

•• *Includes one withdrawn.*

SUBDIVISION INFORMATION

DECISIONS ON TENTATIVE PLANS

	Urban	Rural	Total
Approved	62	43	105
Refused	4	6	10
TOTAL	**66**	**49**	**115**

Note: Decisons include applications carried over from the previous year.

REASONS FOR REFUSAL ON TENTATIVE PLANS

	Urban	Rural	Total
Contrary to Land Use Bylaw	3	6	9
Contrary to Regional Plan			
Contrary to Subdivision Regulation	1		1
Contrary to Subdivision Regulation and Regional Plan			
TOTAL	**4**	**6**	**10**

APPEALS TO THE ALBERTA PLANNING BOARD

	Urban	Rural	Total
Withdrawn			
Upheld	1	2	3
Dismissed	3		3
Varied		1	1
TOTAL	**4**	**3**	**7**

"Upheld" means the CRPC decision was overturned;
"Dismissed" means the CRPC decision was affirmed;
"Varied" means the CRPC decision was amended, usually by deleting a condition.

SUBDIVISION APPLICATION CIRCULATIONS RECEIVED FROM MUNICIPAL SUBDIVISION APPROVING AUTHORITIES

M.D. of Foothills	209
M.D. of Rocky View	290
City of Airdrie	26
City of Calgary	24
Town of Canmore	15
TOTAL	**564**

SUBDIVISION INFORMATION

	APRIL1/88 MARCH 31/89	APRIL 1/89 MARCH 31/90
TOTAL TENTATIVE APPLICATIONS RECEIVED	213	158
TOTAL OUTLINE APPLICATIONS RECEIVED	6	8
TOTAL URBAN LOTS APPROVED		
Single Family	194	424
Semi-Detached	21	21
Multi-Family	8	6
Industrial	6	15
Commercial	32	20
Public-Use/Institutional	13	13
TOTAL	274	499
TOTAL RURAL LOTS APPROVED		
Country Residential (2-10 acres)	43	
Agriculture (10-80 acres)	51	18
Isolation of Farmstead	42	24
Hamlet Residential		
Hamlet Commercial		
Hamlet Industrial	1	
Hamlet Public Use/Institutional	1	
Rural Industrial		
Rural Commercial		
Rural Public Use/Institutional	3	3
Other	10	
TOTAL	151	45
TOTAL LOTS APPROVED	425	544

PUBLICATIONS

REGIONAL AND MUNICIPAL PLANS

Calgary Regional Plan (Consolidation, February 1990)

Chestermere Lake General Municipal Plan. 1989

Cochrane General Municipal Plan. 1989

Dead Man's Flats Area Redevelopment Plan. 1989

North East Okotoks Area Structure Plan. 1989

LAND USE BY-LAWS

Town of Black Diamond Land Use By-law No. 88-11. 1989

M.D. of Bighorn No. 8 Land Use By-law No. 11 of 1988. Office Consolidation. December 1989

Town of Cochrane Land Use By-law No. 8/81. Office Consolidation. November 1989

Town of Crossfield Land Use By-law No. 584. 1989

Summer Village of Ghost Lake Land Use By-law No. 94. Office Consolidation. August 1989

Town of High River Land Use By-law No. 3535/85. Office Consolidation. September 1989

Town of Okotoks Land Use By-law No. 1-80. Office Consolidation. December 1989

Town of Strathmore Land Use By-law No. 89-20. 1990

Town of Turner Valley Land Use By-law No. 386. Office Consolidation. October 1989

STUDIES AND BACKGROUND REPORTS

Annual Report, 1988

City of Calgary Comprehensive Annexation. Calgary Regional Planning Commission's Submission to the Local Authorities Board, March 1989

Town of Canmore Trails and Open Space Plan (Pending, 1990)

High River Residential Infill Study. Background Report. 1989

Village of Hussar Long Range Planning Study. 1989

Village of Irricana Growth Study. 1989

Prospect '89. Infrastructure: Regional Utilities. 1989

Prospect '89. Issues in Employment and Income. 1989

Prospect '89. Population Report. 1989

Prospect '89. Population Report. Appendix: Municipal Population Projections. 1989

Prospect '89. The Region's Tourism Market. 1989

Prospect '89. Wind Erosion and Soil Salinity. 1989

CENSUS INFORMATION

Airdrie Census Results. 1989

Beiseker Census Results. 1989

Black Diamond Census Results. 1989

Canmore Census Results. 1989

Chestermere Lake Census Results. 1989

Cochrane Census Results. 1989

Crossfield Census Results. 1989

High River Census Results. 1989

Irricana Census Results. 1989

Longview Census Results. 1989

Okotoks Census Results. 1989

Strathmore Census Results. 1989

Turner Valley Census Results. 1989

Wheatland Census Results. 1989

Census Program. Selected Comparisons. 1989

GENERAL INFORMATION

Information: A Guide to Municipalities within the CRPC.

Regional Trends Review (4 issues)

Newsletter, "Update" (3 issues)